

REQUIREMENTS AND INSTRUCTIONS FOR SHIPPING HALON TO THE DOE HALON REPOSITORY AT THE SAVANNAH RIVER SITE (SRS).

Halon cylinders provided to SRS by other DOE sites within the complex are the property of the Department of Energy. Property regulations require a documented transfer of property between the separate sites or other agencies. This is accomplished using the form SF122 at the end of this document. This form must be completed by the transferring agency, signed, and forwarded to the DOE Savannah River (DOE-SR) office of property management. The receiving DOE-SR office of property management must sign the SF122 form accepting the property before it is shipped to SRS. The point of contact for the DOE-SR office of property management is:

Mr. Thomas C. Walker, Jr.
P.O. Box A, Building 703-A, room D147
Aiken, SC 29802
Email: tom.walker@srs.gov
Phone: (803) 725-3054 Fax: (803) 725-0048

The safety aspects of Halon shipments are of utmost importance. The DOT hazardous materials regulations in 49 CFR parts 100 to 180 are applicable to all sites. Previous shipments have arrived at SRS with varying deficiencies relating to both worker safety and DOT violations. Therefore, DOE-SR retains the right to refuse future shipments from contractors/shippers having significant histories of DOT violations and/or unsatisfactory packaging/loading of Halon. The shipper will remain responsible for future shipments arriving with deficiencies. DOE-SR's limit of liability for deficient shipments is to attempt to assure the shipment is safely stabilized and notify the shipper.

Specific logistics and scheduling should be coordinated with either of the following SRS Points of Contact concerning all Halon Shipments:

Mike Blackmon
Savannah River Site Fire Department
Battalion Chief
P.O. Box 616, Bldg. 706-C
Aiken, S.C. 29808
(803) 557-9943 Fax: (803)557-9868

Alternate Contact:

Gurney Wiggins
Savannah River Site Fire Department
Chief
P.O. Box 616, Bldg. 706-C
Aiken, S.C. 29808
(803) 557-9751 Fax: (803)557-9868

SHIPPING INSTRUCTIONS:

- 1) All shipments are to be prescheduled.
- 2) All shipments are to be sent to the following address:

Westinghouse Savannah River Company
c/o Mike Blackmon, SRSFD
Receiving Bldg. 731-1N
Aiken, S.C. 29808
- 3) Each shipment shall be F.O.B. destination, freight prepaid.
- 4) Shipments shall be made in compliance with DOT Hazardous Materials Shipping regulations, which include proper marking and labeling guidance.
- 5) Cylinders/containers should be oriented for shipping in the same manner for which they were designed to be used.(i.e., vertical cylinders should not be shipped horizontally).
- 6) Cylinders/containers should be completely encased in wooden or stronger boxes/crates with bottoms suitable for fork truck handling. They shall be secure within the boxes/crates.
- 7) Ensure the SF-122 form has been approved by the SRS office of property management prior to shipment.

Additional information to assist with worker safety and DOT concerns is available free of charge in the form of a guide developed by the EPA for shippers and receivers concerning Halon movement. It is called "The Safety Guide for Decommissioning Halon Systems" and is found on the Internet at:

(<http://www.denix.osd.mil/denix/Public/News/DLA/Halon/hal1.html.com>).

STANDARD FORM 122# JUNE 1974 GENERAL SERVICES ADMINISTRATION FPMR (41 CFR) 101-32.306 FPMR (41 CFR) 101-43.315						TRANSFER ORDER EXCESS PERSONAL PROPERTY								1. ORDER NO.	
														2. DATE	
3. To: General Services Administration*						4. ORDERING AGENCY (Full Name and address)*									
5. HOLDING AGENCY (Name and address)*						6. SHIP TO (Consignee and destination)*									
7. LOCATION OF PROPERTY						8. SHIPPING INSTRUCTIONS									
9. ORDERING AGENCY APPROVAL						10. APPROPRIATION SYMBOL AND TITLE									
A. SIGNATURE				B. DATE											
C. TITLE						11. ALLOTMENT				12. GOVERNMENT B/L NO.					
13. PROPERTY ORDERED															
GSA AND HOLDING AGENCY NOS. (a)		ITEM NO. (b)	DESCRIPTION <i>(Include noun name, FSC Group and Class, Condition Code and, if available, National Stock Number)</i> (c)				UNIT (d)	QUANTITY (e)	ACQUISITION COST						
									UNIT (f)		TOTAL (g)				
14. GSA APPROVAL		A. SIGNATURE				B. TITLE						C. DATE			
FOR GSA USE ONLY	AGENCY AND LOCATION				FSC	CONDITION	SOURCE CODE								
	AGENCY	STATE													